

64-3230/1

8 July-64

MEMORANDUM FOR: Deputy Director for Support
Deputy Director for Plans

SUBJECT : Inspector General's Survey of the
Office of Personnel

1. The Deputy Director for Support has received copies of the Inspector General's Survey of the Office of Personnel.

2. Recommendation No. 6 of the survey is addressed to the Deputy Director for Plans, and Recommendation No. 13 is addressed jointly to the Deputy Director for Plans and the Director of Personnel. Attached to this memorandum are copies of these two recommendations together with extracts from the survey to provide the DD/P background on the basis of these recommendations.

3. May I have within 60 days a summary of action taken or comments on the recommendations.

(S) M & C.
Marshall S. Carter
Lieutenant General, USA
Deputy Director

Attachments - as stated

O/IG:cm (2 June 1964)

Distribution:

- Orig & 1 - DD/S (w/1 cy of attachments)
- 2 - DD/P (w/2 cys of attachments)
- 1 - ER (w/o att)
- 1 - IG (w/o att) *(Detached 10-19-64)*
- ✓ 1 - IG w/h

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Excerpt from Section II.A.6, Clandestine Services Personnel Division

1. The Clandestine Services Personnel Division (CSPD) is a unique organizational element designed to meet the problems of the Agency's largest and most complex Career Service. CSPD provides staff advice and secretariat support to the Clandestine Services Career Service Board (CSCSB), its subordinate panels and sections, and the Clandestine Services Personnel Management Committee. CSPD assists in the selection, assignment, rotation, promotion, development and utilization of CS career personnel.

2. CSPD, although a division of the Office of Personnel, is responsible operationally to the Chief, Operational Services Division of the Clandestine Services. Its branches complement the panel organization of the CSCSB, except for the Records and Reports Branch which provides statistical data to the DD/P.

3. Branch A serves those portions of the CSCSB dealing with promotions to and assignment of grades GS-14 and up, which currently total individuals in the Clandestine Services. Branch B similarly serves grades GS-12 and GS-13 for a total of persons. Branch C serves grades GS-9 through GS-11, currently a total of Branch D serves grades GS-8 and lower, currently a total of most of whom are clericals.

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4. The Agent Panel of the CSCSB reviews proposed assignments of staff agents, career agents and some other non-staff employees of the Clandestine Services. At present this review is focused on the operational competence of the person. It does not in some cases address itself to security, emotional, and other problems of suitability for such assignment in the same way that the Overseas Candidate Review Panel reviews the records of staff personnel (see There have been some recent cases in which non-staff personnel have had to be returned from overseas because of misconduct, emotional instability or other reasons which might have been anticipated if there had been such review. We believe the Agent Panel should operate under terms of reference as similar as possible to those of the Overseas Candidate Review Panel.

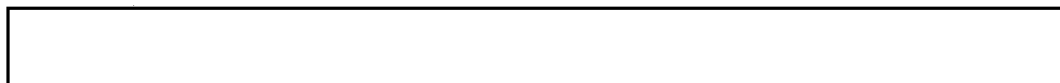
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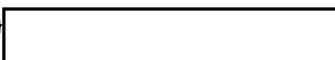
It is recommended that:

No. 6

The Deputy Director for Plans instruct the Agent Panel of the Clandestine Services, with such support as necessary from the Office of Personnel and other components, to review the suitability of all staff agents, career agents, contract agents, consultants and contract employees of the Clandestine Services prior to overseas assignment and reassignment. This review should include consideration of security, medical and performance records and other factors bearing on suitability for such assignments. The review should be as similar as possible to the procedure followed for staff employees by the Overseas Candidate Review Panel as defined in

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3  chairs the Overseas Candidate Review Panel which includes representatives of the Medical Staff and the Office of Security. This panel reviews all proposals for assignment of staff employees overseas in which questions of suitability for such an assignment have been raised. The Overseas Candidate Review Panel does not review such cases involving contract employees, staff agents, career agents or other non-staff personnel. We have recommended earlier in this report (Recommendation No. 6) that the Agent Panel of the Clandestine Services Career Service Board conduct a review of such non-staff personnel.

4. The Overseas Candidate Review Panel also conducts post mortems on cases brought to their attention in which staff employees are returned from the field for misconduct or related causes. We believe that the charter of the Overseas Candidate Review Panel and the Agent Panel of the Clandestine Services should be strengthened to include post mortems on all personnel, staff and non-staff, who are returned from overseas for misconduct and related reasons. We believe this post mortem should include a report on what action the employee's present and former supervisors took to deal with the problem and recommendations

where indicated as to what should be done about supervisors who have not faced up to their responsibility.

It is recommended that:

No. 13

a. The Director of Personnel revise the regulations governing the Overseas Candidate Review Panel to provide for the conduct of post mortems in all cases in which staff employees are returned from overseas for misconduct and related reasons. This post mortem should include a report on what action the employees present and former supervisors took to deal with the problem and recommendations where indicated as to what should be done about supervisors who have not faced up to their responsibility.

b. The Deputy Director for Plans revise the procedures governing the Agent Panel of the Clandestine Services Career Service Board to provide for similar post mortems and reporting on all non-staff personnel of the Clandestine Services returned from overseas for misconduct and related reasons.